



School of Medicine Faculty Assembly
Agenda
January 4, 2024 at 4pm
Zoom

In attendance: B Lochlann McGee, H Scott, L Marrero, R Zambrano, P Prasad, E Wisner, K Gajewski, C Taylor; B Siggins; L Pelaez, L Simon; J Calandria; E Mathews; M Korah-Sedgwich; S Kamboj; A Smith; J Cameron; L Tanner-Sanders; M Clement; S Primeaux; J Simkin; J Hart; A Farge; G Athas, S Holman; L Stuke; M Reinoso; T Castellano; A Augustus-Wallace; S Holman; J D'Souza

Proxies: none

Guest: none

1. Call to Order 1604
2. Review of the minutes
 - a. Motion to approve, 1st Jennifer Cameron and 2nd Stefany Primeaux
3. Executive Committee Report with Dr. DiCarlo, presented by Dr. Kamboj
 - a. No major new updates with construction
 - b. Completing AV on 1st floor
 - c. Walkway for LSU and UMC still in the works
 - d. Dr. Ramos will joining LSU full time
 - e. At UMC, the nurses unionized
 - f. UMC and LSU have a good relationship
 - g. Leslie Capo is stepping down, thankful for her services
 - i. New PR will be hired at the Chancellor level
 - ii. This department needs more help to promote the Health Sci. Center
 - iii. Would like more publicity in the radio, NPR, ads, etc.
 - iv. More exposure
 - v. More to come once the Chancellor's office hires a firm
 - h. There will be a new search for section chief of cardiology, the prior person declined the position; the interim chief has not been named
4. Admin Council Report
 - a. No meeting since the last meeting
 - b. Next meeting is February 2024
5. Faculty Senate Report by Jennifer Cameron
 - a. Dec 12th meeting
 - b. IPECP office, Director Tina Gualdo, Interprofessional Education and Collaborative Practice office
 - i. Recent evaluations

- ii. Award recognition was an emphasis from the last SACSCOC – Southern Association of Colleges and Schools Commission on Colleges
 - iii. Need funding for programs that you have in mind was the take away for the future
 - c. Moodle- Ken Burns gave support for whichever program and support level that faculty decide
- 6. Old Business
 - a. Email communication- there was a CV request for the 2 people running for Chancellors, email was sent to Dr. O’Neal and Dr. Porche and we did not get a response as to whether their CV’s were available for review.
- 7. New Business
 - a. Jorgelina Calandria- part of the course evaluation committee, takes surveys from the students and tries to use the information
 - i. 2025 ACGME will visit for accreditation
 - ii. Dr. English and Dr. Sutherland are in charge mainly
 - iii. Course Eval. Committee, there will be changes; they will standardize these interactions between the students and faculty related to the content that is presented
 - iv. There are 3 accredited school of medicine in LA, there are 2 that are full accredited and LSU NO is one of them and we need to maintain that accreditation
 - v. LSU- all efforts of the faculty involved in the curriculum will need to be active participants
 - vi. Needs oversight and also input from different committees of faculty
 - vii. There is a PowerPoint and minutes available that were emailed to the delegates by Professor Calandria
 - viii. Criteria or timeline for election of committee members has not been determined, but Dr. Sutherland is currently working on this element; the selection process is ongoing
 - ix. (A copy of the minutes is posted after the close of these minutes for reference, the PPT was emailed to all FA delegates)
 - b. Faculty Assembly Award
 - i. Dr. Stefany Primeaux is stepping away from heading the committee. She has headed it for 5 years, thank you for your service!
 - ii. Dr. Simon will step into that place
 - iii. 5 awards are given out by the FAD
 - iv. At the beginning of Feb, nominations are requested
 - v. 3 weeks to allow for nominations to come in
 - vi. A committee reviews the nominations and selects a winner for each award
 - vii. Volunteers for the committee this year include
 - 1. Clinical Sciences
 - a. Hannah Scott
 - b. Elizabeth Wisner
 - c. Regina Zambrano

- 2. Basic Sciences
 - a. Bobby Siggins
 - b. Grace Athas
 - c. Suresh Alahari
- viii. Monetary Award is \$1000, educational award, can be used for conference, meetings, books, etc.
- ix. We will formally request permission from Dr. DiCarlo for backing
- c. Teaching, Bobby Siggins
 - i. Improve Infrastructure in the classroom
 - ii. Difficulty with getting systems up and running
 - iii. HDC needs media site capabilities
 - iv. Nursing rooms do not have clocks in the rooms for the teachers
 - v. Dr. Kamboj requested a list of questions and suggestions to address these issues and solve them
- 8. Next meeting will be with Dr. Ramos for February 2024
- 9. Motion to adjourn 1643, 1st S. Primeaux, 2nd J D'Souza

Curriculum Committee Meeting Minutes (Steering, Renewal, Course Evaluation)
December 5, 2023

Present

Curriculum Steering: Engel, English, Foster, Hebert, Hollenbach, McLean, Sturtevant, Wojcik, Brantley, Foy, Kapusta, Taylor, Wallace, Freeman, Hernandez, Solomon

Curriculum Renewal: DeSilva, English, Hall, Hebert, Hobden, Hollenbach, Jetly-Shridhar, McLean, Sturtevant, Alleyn, Burke, Cook, Johnson, McCarron, Patrick, Provost, Velandar, Blanchard, Caffery, Calico, Anderson

Course Evaluation: Calandria, Farris, Hobden, Sturtevant, Basha, Benton, Burke, Guillory, Jain, Lallier, Nanfro, Westerman

Overview

Committees for the upcoming year have been finalized and since there are several new members, we have a combined meeting today to introduce/remind everyone about the committee structure, functions, and upcoming work. Subsequent meetings will mostly be separate committees, although there may be times when combined meetings are warranted. Recently there was a minor change in the structure (since the last curriculum revision) to facilitate more effective monitoring and communication between committees.

LCME as relevant to Curriculum Committees

4 of 12 LCME accreditation standards relate to curriculum. Several relate specifically to having central oversight with a committee(s) for all things related to the curriculum. Our next site visit is fall 2025.

Review of Committee Functions

Curriculum Steering, Curriculum Renewal, and Course Evaluation are official School of Medicine committees with broad faculty representation and student members from several classes and groups, depending on the committee. Faculty are self-nominated; students are selected based on interest. Preclerkship Course Directors and Clerkship Directors Committees are comprised of UME faculty and the course and clerkship directors. Functions, authority,

data/outcomes monitoring, and recent actions for all committees were reviewed. Examples of upcoming needs for committees to review or addressed were included.

Future Meetings

Regular meeting dates and times were set for Curriculum Steering (4th Tuesday – next is 2/27/24) and Curriculum Renewal (3rd Tuesday – next is 2/20/24). Both committees meet approximately 4 times per year. Committee chairs will send Outlook invites. The Course Evaluation committee will meet sometime in the next few months to design the new process for regular, rotating course evaluations.

Meetings will be held in person (strongly encouraged) with a Zoom option for those at regional sites.